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July 25, 2003

The Honorable William D. Quarles, Jr.  
United States District Court for the  
District of Maryland - Northern Division  
Garmatz Federal Courthouse  
101 W. Lombard Street  
Baltimore, Maryland 21201

**RE: *Timothy E. Ayres v. Charles T. Capute, et al.*,  
Civil Action No. WDQ02CV0061**

Dear Judge Quarles:

We have received your letter of July 24, 2003 setting this matter for a Pretrial Conference on August 13, 2003, at 9:00 a.m. I am scheduled to argue another motion in the Circuit Court for Baltimore County, at 9:30 a.m. on the same date. The hearing in that matter has been specially set for more than a month. If at all possible, I would respectfully request that the Pretrial Conference in this case be scheduled for another date. If this is acceptable to the Court, I would be happy to coordinate through your chambers and other counsel a new date that is acceptable to everyone.

Thank you for your consideration of this request.

Respectfully submitted,

/s/ Robert T. Shaffer, III  
Robert T. Shaffer, III

cc: Kevin William Gibson, Esquire